



TOWN OF ISLIP

OFFICE OF THE TOWN CLERK

REGINA V. DUFFY
TOWN CLERK & REGISTRAR

Marriage License Requirements

FEES: \$40.00 PAYABLE IN CASH / PERSONAL CHECK / MONEY ORDER
OFFICE HOURS: Monday thru Friday 8:30 a.m. to 4:30 p.m.
Tuesday ONLY 8:30 a.m. to 7:30 p.m.

Identification requirements – As per the New York State Division of Vital Records Two (2) Proofs of Age and Identity are required. Application **MUST be submitted with one of the documents from List A and one from List B;**

A. One (1) of the following forms:

- Birth Certificate – Original or Certified Copy
- Hospital Certificate (must have seal)
- Naturalization Records
- Valid Passport

B. **And** One (1) of the following:

- Valid Driver's License
- Employment Picture I.D.
- Immigration Record

*****DOCUMENTS IN ANY LANGUAGE OTHER THAN ENGLISH MUST BE TRANSLATED BY A CERTIFIED TRANSLATOR***

Identification requirements for applicants Ages 16 and 17 – Application **MUST be submitted with **ALL** of the following;**

1. Original Birth Certificate
2. Both parents must be present or one parent must have notarized letter from 2nd parent.
3. Valid picture I.D.
4. Valid picture I.D. of **BOTH** parents

*****AGES 14 AND 15 REQUIRE A COURT ORDER***

OTHER REQUIREMENTS: If divorced **ORIGINAL or SEALED CERTIFIED COPIES** of divorce papers for **ANY** and **ALL** divorces must be brought in when applying for a marriage license, (ie: if you were married and divorced twice you will need both sets of divorce papers for a new marriage license). If widowed, a copy of the death certificate is required.